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22 September 1951

MEMORANDUM FOR: Assistant Director, Research & Reports
Assistant Director, Scientific Intelligence
Assistant Director, Current Intelligence
Assistant Director, Special Operations
Assistant Director, Policy Coordination
Assistant Director, Operations

SUBJECT: Biographic Intelligence

1. The Offices addressed are those which make the greatest demands upon the Biographic Register for positive biographic intelligence.

2. The Biographic Register is unable to meet all the demands which are placed upon it, and is unlikely ever to be in a position to do so. This is because (a) it is impossible to select from the flow of incoming reports the names of those individuals who will subsequently be the subject of inquiries, and (b) it is impossible, even if the staff of the Register were vastly greater than it is, to process the names of all individuals mentioned in incoming reports.

3. There is a limit to the amount of budgetary support which the Agency is justified in providing for positive biographic intelligence. It follows that there will always be limits which the Register cannot exceed - both in quantity and in quality of output.

4. It is essential that the Register's effort be focussed with precision upon those aspects of its output which are of greatest importance to the consumer Offices, and that it cease to service any types of requests which the consumer Offices themselves consider unimportant. The relative importance of various types of service cannot be determined save by direct consultation and agreement between representatives of the Offices concerned.

5. It is requested that each addressee designate a representative from his Office who may be called upon by OCD for consultation on this problem, and that the name and telephone extension of this individual be phoned in to

James M. Andrews
Assistant Director
Collection & Dissemination

cc: Special Assistant to the DCI
Deputy Director, Administration
Assistant Director, Intelligence Coordination

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